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Senate Minutes

Kutztown University Senate

Spring 4-30-2009

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KUTZTOWN UNIVERSITY
Minutes of the University Senate

Room 250, McFarland Student Union Building
Thursday, April 30, 2009

M. Sanelli called the meeting to order at 4:00 p.m.

Present: Andrew Arnold, Bobbie Berry, Kate Clair, James Delle, Camille DeMarco, William Donner, Lorri Engstrom, Mitch Freed, Jo Cohen Hamilton, Gregory Hanson, Kathleen Hartman, Ted Hickman, Keith Logan, JoAnn Mackesy, Mark Mahosky, Elaine Mara, Robert Martin, James McNiff, George Muugi, Sylvia Pham, Ilene Prokup, John Riley, Charles Roth, Paul Sable, Maria Sanelli (President), Steve Schnell, Norman Sigmond, Joo Tan, Carlos Vargas-Aburto, and Anke Walz (Secretary).

Absent: Len Barish, Javier Cevallos, Ed Christian, Samantha Dennis, Dennis Dietrich, Diane Fegely, Sudarshan Fernando, Todd Folk, James Hall, Will Jefferson, Inmi Lee, Joe Lippincott, Susan Mangold, John McAndrew, Paul Quinn, Trucilla Sabatino, Christopher Sacchi, Rennie Sacco, Heather Thomas, Carole Wells, and Barth Yeboah.

Also in Attendance: Winnie Peterson, Pamela Vargas, and Jeffrey Werner.

I. Announcements

Elaine Mara, Student Representative, read an open letter to the Senators.

II. Approval of the Agenda

Due to the lack of a quorum, the order of the agenda was changed to reflect the approval of the agenda at a later time during the meeting. E. Mara moved, R. Martin seconded, to approve the agenda. Motion passed.

III. Approval of the Minutes

Due to the lack of a quorum, the order of the agenda was changed to reflect the approval of the minutes at a later time during the meeting. N. Sigmond moved, E. Mara seconded, to approve the minutes from the April 2, 2009. Motion passed.

IV. President, Committee and Task Force Reports

A. Senate President's Report.

M. Sanelli indicated that chairs of the standing committees were present at the meeting to provide end of the year reports.

B. Committee on Committees

i. Appointments

T. Hickman reported that 107 individuals submitted Willingness-to-Serve Forms for the 76 vacancies available on the governance committees. 44 of these 64 vacancies have been filled with individuals receiving their first choice, 8 individuals receiving their second choice, 5 receiving their third choice, 2 receiving their fourth choice, 1 receiving their fifth choice, and only 3 vacancies were filled by someone who did not have the particular committee as one of their choices. Only one person was elected to fill 2 committee vacancies.

T. Hickman further reported that 31 of these vacancies were filled by women and 33 were filled with men. He mentions this so that it is public knowledge that all governance committees vacancies were filled equitably. Back in the early 1990's when the shared governance structure was formed; this was one of the issues that an outside consultant wanted to point out when going forward with the recommendation of shared governance at the university.

ii. Accomplishments/Challenges

T. Hickman reported that the Committee on Committees met their charge this year to review 20% of committee structures and that a few committee structures that were not meeting regularly are now doing so.

T. Hickman further reported that the committee reviewed its own mission statement and bylaws and presented recommendations to the Senate for approval. The committee also reached out to every Senate committee and received a higher number of year-end reports than other years. Lastly, the committee worked closed with the SGB to attempt to fill all student representative vacancies on the governance committees. It was noted that students can now serve 2-year terms on committees.

M. Sanelli thanked Ted and the members of the Committee on Committees for all their hard work this year. She asked that she be notified if anyone knows of a committee that is not running effectively or meeting regularly.

Due to the presence of a quorum at this point, the agenda was approved as well as the meeting minutes from the last meeting. T. Hickman moved to approve the Committee on Committee appointments at this time as well. Motion passed.

C. Strategic Resource and Planning Report

i. Strategic Initiatives Sub-Committee

D. Benson reported on the work done by the three standing Sub-Committees of the Strategic Planning Committee. It was reported that it is undetermined at this time how the committee will be involved with the Strategic Initiatives.

ii. Budget Sub-Committee

D. Benson reported that this Sub-Committee works closely with President Cevallos on any budget issues that come up. The committee consists of 7 members. Three of these members are faculty, President Cevallos, Vice-President of Administration, Provost Vargas, Paul Quinn (APSCUF President), and Ted Hickman..

iii. Program Review Sub-Committee

D. Benson reported that each department is to do a Program Review every five years, but it has not been done in the past. The charge of this Sub-Committee is to review and make recommendations of the different programs that are offered at KU. The process is that the department recommends changes to the Dean of the College, forwards it on to the Provost

Office, to the SPRC who forwards it on to Senate and then it goes back to the Provost for implementation. M. Sanelli asked that the process be more refined than it has been in the past.

D. Center for the Enhancement of Teaching Report

i. Current Programs

W. Peterson, Interim Director, reported that the center offered approximately 75 different sessions throughout the academic year for faculty and that they were attended by 350 people. She indicated that the challenge is finding a time to conduct the different sessions that are offered that suits most attendees. She further reported that the CET Office held New Faculty Orientation prior to the beginning of the academic year. A Professional Development Day was held in January as well that was well attended.

The CET Office is responsible for putting together the Learning Communities that are offered in the fall semester of each academic year for incoming freshmen. The process of these learning communities has been improved and forms are now required to be filled out by the learning cluster leaders.

ii. Discontinued Initiatives

W. Peterson reported that the Technology Grant Funds that the center sponsored the past few years will now be discontinued as of May 1, 2009. All monies that were set aside for these grants will be closed out by May 1st.

W. Peterson mentioned that she will be attending a conference in the future in regards to the center. The main focus of most centers is about integrating technology, engaging students in learning, and building community within the campus.

M. Sanelli inquired about some of the programs that are listed on the website that are not functioning. W. Peterson reported that many of these programs were in place when Jack Shellenberg was the Director, but has since been discontinued or have not been followed through with. When the new Director is hired, this is something that needs to be researched and worked on. The website will then need to be updated to reflect these changes.

V. Old Business

A. Shared Governance Task Force Preliminary Report

T. Hickman reported that the task force has been meeting to discuss the state of shared governance at KU. Documents have been distributed to the members on the final recommendations of university governance that was established back in the 1980's by a joint Senate/APSCUF Committee. The task force has identified a number of problems and is looking at possible solutions. A report will ultimately come back to the governance bodies to look at, review, and act upon.

M. Sanelli reported that she plans to act on the suggestion to produce a Senate handbook after the task force has completed its work.

B. Institutional Climate Task Force Preliminary Report

M. Sanelli reported that the task force has developed outcomes and identified issues that pertain to various climates here on campus. She indicated that a consultant, Sue Rankin,

will be visiting the KU campus in the next week to give advice on where to go next with this.

VI. New Business

A. Proposed Grant Policies

i. Research Misconduct Policy

Jeff Werner, Director of Grants and Sponsored Projects, gave background information relative to the policy.

C. Vargas mentioned that these policies are required by Government funding regulations. These policies need to be put in place if we continue to receive government funded grants.

K. Logan moved, seconded by N. Sigmond, the following motion:

That the Senate interposes no objection to the acceptance of the Policy for Responding to Allegations of Research Misconduct at this time.

After a brief discussion, T. Hickman moved, S. Schnell seconded, to table this motion. The motion to table failed. A vote was taken on the original motion and the motion passed with two abstentions.

ii. Conflict of Interest Policy

M. Sanelli indicated that the Conflict of Interest Policy could not be acted on due to the lack of a quorum.

B. School of Graduate Studies

C. Vargas reported that as of July 1 administrative changes will be implemented relative to the College of Graduate Studies. The changes are being made as a way to enhance the graduate programs at the University.

When questioned about the future plans of Graduate Council, Dr. Vargas indicated that the Graduate Council will probably continue to function as is.

VII. Adjournment

T. Hickman moved to adjourn the meeting, seconded by A. Walz. The motion passed unanimously and the meeting was adjourned at 6:00 p.m.

Signed:

Dr. Maria Sanelli, President

Dr. Anke Walz, Secretary